

REQUEST FOR QUALIFICATIONS

Purpose: Hancock County solicits qualification from firms or individuals interested in providing administrative services in Hancock County.

Project:

Hancock County is soliciting qualifications for grant administration for the HOME Investment Partnerships Program (HOME) Homeowner Rehabilitation Program.

Requirements: The selected firm or individual shall provide all necessary services for the above items of work in accordance with applicable state and federal laws, regulations, and procedures. Firms or individuals proposing to perform these professional services should submit:

- Statement of qualifications
 - Qualifications of firm or individuals in-house including license, organizing documents, etc.
 - Qualifications and experience of each staff member assigned to the project
 - Evidence that the firm or individual is eligible to conduct business with federal, state and county government.
- Experience
 - Owner-occupied rehabilitation construction coordination, monitoring and closeout
 - Environmental review
 - Rebuild
 - Management of federal funds
 - Provision of minimum of 3 supportive services for homeowners
 - Management of pipeline of homes needing rehab or rebuild
- Capacity for performance of the required tasks
- Familiarity with the local area

Selection: Respondents interested in providing the required services should submit the qualifications as described. The contract will be awarded to the qualified firm or individual whose proposal is determined to be most advantageous to the county. Hancock County Board of Supervisors reserve the rights to reject any or all submissions and to waive any informalities or irregularities in the qualification process.

To be considered, respondents must submit one (1) copy of its qualifications to the address below. It may be hand-delivered, delivered by U.S. Postal Service or an overnight service on or before September 15, 2016 at 4:00 pm CST. The County expressly solicits and requests bids from minority and women's business enterprises and firms, and labor surplus area firms, and the County is an equal opportunity employer.

Questions may be directed to:

Maureen Anderson, Hancock County Board of Supervisors
854 Highway 90, Bay St. Louis, MS 39520

HANCOCK COUNTY BOARD OF SUPERVISORS
BLAINE LAFONTAINE, PRESIDENT

BY: Maureen Anderson, D.C.
09/07/2016